

**DIVISION OF CREDIT ASSURANCE  
ASSET MANAGEMENT**

**ANNUAL FINANCIAL STATEMENT COMPLETENESS REVIEW**

For Fiscal Year Ended: **Jun-09**

CDA Project ID No.:

PROJECT NAME:

OWNER NAME:

MANAGEMENT:

IPA NAME:

REVIEWED BY:

DATE RECEIVED:

SIGNATURE:

REVIEW DATE:

**Are the Basic Financial Statements Included?**

**Yes**

**No**

Balance Sheet *(Statement of Assets, Liabilities and Partners' Equity/(Deficit))*

Statement of Income and Expense *(Profit and Loss)*

Statement of Retained Earnings, Undivided Profit or Stockholder's Equity/Partner's Capital

Statement of Changes in Financial Position *(Statement of Cash Flow)*

Notes to Financial Statements

Auditor's Report on Financial Statements

Auditor's Report on Compliance

Auditor's Report on the Internal Control Structure

Auditor's Report on Fair Housing

Proper IPA Signature

**Is the Supplemental Data Included?**

*(NOTE: Some of the Statements in the Supplemental Data are not applicable for all projects, or the statements may be included in the notes to the financial statement or in the comments on compliance and internal controls)*

**N/A**

Signed Mortgagor's Certification

Signed Managing Agent's Certification

Schedule of Letters of Credit

Schedule of Mortgages Payable

Mortgage Escrow Deposits

Notes Payable

Accounts and Notes Receivable

Schedule of Identity of Interest Companies and Activities

Schedule of Reserve Funds

Schedule of Residual Receipts *(if applicable)*

Changes in Fixed Asset Accounts

Computation of Surplus Cash, Distributions and Residual Receipts

Schedule of Loans Payable from Available Cash

Annual Audit Questionnaire

**REMARKS**

APPROVED BY:

TITLE: **Portfolio Administrator**

DATE:

SIGNATURE: